



**MINUTES  
CITY COUNCIL MEETING  
July 23, 2019**

**CALL TO ORDER**

The meeting was called to order at 6:30 pm.

**Present:** Mayor: Charlie Miner; Council: Deirdre Kvale, Jahn Dyvik, and Tom Skjaret

**Staff Present:** City Administrator: Scott Weske; and City Clerk: Jeanette Moeller

**Absent:** Council: Michelle Jerde (with prior notice)

**PLEDGE OF ALLEGIANCE**

**MAYOR'S COMMENTS - LONG LAKE NEWS, MEETING REVIEW AND UPDATES**

Mayor Miner offered the following comments and updates:

Mayor Miner noted that Council member Jerde was feeling ill and unable to attend the meeting. He wished her a speedy recovery.

In an EDA meeting prior to the Council meeting, the majority of the EDA's conversation was regarding the former BP station which was recently torn down. Currently it is anticipated the City will hear response from the MPCA with further information regarding contamination found at the site, likely a result of old and previously documented leaks. It may be necessary to remove two and a half feet of soil in the area around where the fuel pumps once were; however, doing so would not be expected to be overly costly.

As a reminder, a Community Input Survey is on the City's website regarding options for future use of the former BP station and vacant Virginia Avenue City owned properties. The EDA and City Council really do want Long Lake business owners and residents to take the survey, which takes less than five minutes to complete. To date, only 56 responses have been received, and it would be great to have a wider participation rate impacting survey results.

Buckhorn Days occurred on Saturday, July 13 in Nelson Lakeside Park. It was a great family event during the daytime, followed by a number of great musical acts playing through the evening. Mayor Miner thanked the Long Lake Area Chamber of Commerce for their work, and recognized former Mayor Schneider who had been in charge of the musical entertainment.

Night to Unite, on Tuesday, August 6, provides a great opportunity for neighborhoods to get together, visit with Police and Fire, and to spend time with neighbors. Information about registering a Night to Unite gathering is on the Wayzata Police Department's website and was also included in the City's recent newsletter. He encouraged participation in Night to Unite local events.

**APPROVE AGENDA**

*A motion was made by Dyvik, seconded by Skjaret, to approve the Agenda as presented. Ayes: all.*

## **CONSENT AGENDA**

The Consent Agenda consisted of:

- A. Approve Minutes of July 9, 2019 City Council Work Session
- B. Approve Minutes of July 9, 2019 City Council Meeting
- C. Receive Minutes of June 18, 2019 EDA Meeting
- D. Approve Vendor Claims and Payroll
- E. Adopt Resolution No. 2019-31 Approving Issuance of Special Event Permit #S2019-07 for the 2019 Corn Days Parade to be Held August 11, 2019

Administrator Weske responded to questions of claims to be paid posed by Council member Kvale and provided clarification on the detail register for the USBank card payment; receipts for a payment to Baldy Sanitation; and confirmed that payments for reimbursement of employees are not processed until receipts have been received with expense reports.

*A motion was made by Dyvik, seconded by Skjaret, to approve the Consent Agenda as presented.  
Ayes: all.*

## **OPEN CORRESPONDENCE**

**Marty Schneider, 1176 W Wayzata Boulevard** – Former Mayor Schneider appeared on behalf of the Buckhorn Days committee to share that this year's event had been a successful one resulting in proceeds exceeding expenses. He thanked the community, City officials and various members of staff for their assistance; recognizing Public Works and their director Sean Diercks for helping with a number of logistical items; the Long Lake Fire Department for attending and providing a fire truck demonstration for kids; the Wayzata Police Department for providing a nice presence through the day's events; City administrative staff for helping spread word of the event and providing assistance through the permitting process; Council member Kvale for attending just about every Buckhorn Days committee meeting leading up to the event as well as helping the committee being the process of protecting the "Buckhorn Days" festival name; Council member Dyvik and his wife, Amy, for coordinating and helping with the Kids Zone; Mayor Miner for advocating for the event and speaking with citizens, some of whom shared interest in leading the way to bring fireworks back to Buckhorn Days in future; Council member Skjaret's wife Sally who was there for most of the day with event sponsor Lake Community Bank; the Orono Lions Club who played an integral role, providing the beer tent, dog races, and the carp fishing contest; and local churches who worked together to offer bingo. The Buckhorn Days committee's intent was to foster the theme of a community event that would not be too commercial or focused on a single business. The event ultimately showcased Long Lake well and it was a beautiful day for participants.

Mayor Miner thanked Schneider for putting in a lot of his personal time and effort for this year's Buckhorn Days, and asked who had won the car show. Schneider indicated he knew who had won but would wait to make an announcement, in hopes of inviting award recipients to a Council meeting to receive certificates in future.

## **BUSINESS ITEMS**

### **Update From Hennepin County Commissioner Jan Callison, District 6**

Commission Callison distributed excerpts from Hennepin County's 2019 Annual Assessment Report to Council and highlighted noteworthy statistics regarding County wide market growth and also specific to market values in Long Lake. She indicated she had checked in with County staff earlier in the day for a County Road 112 construction update and had been advised substantial completion of Phase 2 is expected in the second week of August; final paving has been completed; seeding, sodding, and punch list items are currently being addressed. She recognized the Council has some concern about

crosswalk safety, and she believes that issue will be looked at next year. She also reported that there has been some discussion and County staff proposal of doubling the \$10 wheelage tax fee as a means to address concern that the County is falling behind in resources for road and bridge construction.

Related to road and bridge construction, Mayor Miner mentioned awareness of a bridge replacement scheduled for next year which may result in a major detour, and questioned whether County Road 146 would be the detour route.

Commissioner Calison stated that Tanager Bridge is scheduled for replacement next year, with the contract award to occur in fall or winter of this year. The goal is to keep the existing bridge open and not remove it from use until the new bridge is complete. Repair work has been proposed for the Arcola Bridge, and though there will be delays, she was not aware of more serious work being undertaken at this time.

Council member Dyvik questioned when Phase 3 of the County Road 112 project may occur. Weske responded that he had heard the County intended to award the bid in 2021 with construction to perhaps begin in 2022. Commissioner Callison indicated she would get back to the City with the latest information on the Phase 3 timeframe.

Council member Skjaret commented that he was pleased to see Commissioner Callison's ongoing presence as a member of the Board of Directors for Hennepin County health care, discussed recent challenges experienced by the Board, and spoke to the importance of HCMC. He added he had also been pleased to see the change in leadership of the Hennepin County Sheriff's Department, noting that the new Sheriff has taken a proactive position as to how the system treats mental health concerns and undocumented persons. Lastly, he stated that his only disappointment had been the County's unwillingness to consider a 30 mph speed limit for the east section of Wayzata Boulevard W, particularly that no recommendations had been offered for a path forward the City could take to address their concerns for resident pedestrians who will be crossing the busy roadway to access the trail system.

Commissioner Callison responded to Council member Skjaret's comments, recognizing the difficulties HCMC experienced recently and the facility's role both medically and within the community; discussing the challenges of recognizing the warning signs and symptoms of mental health issues to try and make sure the jail is not where mental health issues are treated; and added that although the County's hands are somewhat tied on the 30 mph limit according to state statute, she could ask County staff if they have any recommendations for the City.

Mayor Miner noted that he understands the Sheriff is making some leadership and staffing changes, and stated he has heard the 911 dispatch center has been short staffed a lot. In some cases, it has been minutes for a 911 call to be taken, which affects the timing for dispatching public safety. He encouraged taking measures to assure the dispatch center is well staffed.

Commissioner Callison closed by thanking the Council for their time.

### **Approve Liquor Licenses for Barcelona314 Corporation (Neil and Sigrid Heinen) DBA Carbone's Pizzeria**

City Clerk Moeller reported that as the owners and officers of Barcelona314 Corporation, Neil and Sigrid Heinen submitted a complete application for On Sale Intoxicating and Sunday Sales Liquor Licenses in mid-June. Background investigations of both individuals have been completed by the Wayzata Police Department as required by City Ordinance. Background checks included driver's license and warrant checks; criminal history checks through the Minnesota Bureau of Criminal

Apprehension; checks within the Court system; and also with the city of residence for both applicants. The Wayzata Police Department has no objection to issuance of the licenses requested.

At this time, Mr. Heinen is anticipating opening Carbone's Pizzeria in early September, with staff to begin employment in August.

Staff recommends adoption of the resolution prepared to approve issuance of the liquor licenses as requested. The applicants would be responsible to submit required insurance documentation and to pay liquor license fees pro-rated to reflect their partial year license term. Moeller noted that the applicants were in attendance at the meeting and could share an update on the status of the Carbone's Pizzeria.

Neil Heinen, applicant, commented that although the process from a construction standpoint had initially been slow, the contractor has been moving forward with good follow through. He confirmed they are anticipating a September opening, which may change subject to installing all the new equipment and training new employees. He indicated the final restaurant will appear cozy on the outside, and will be roomy with comfortable seating space on the inside. The parking lot will be repaved and landscaping will be installed. Work on the exterior will include painting the building and trim. At some point in the future, they make make a land use application to permit a possible patio seating area. Mr. Heinen confirmed that Carbone's is a franchise with a total of 38 located in Minnesota, and this is his first Carbone's. He added that he expects they will open for operations, but wait for a grand opening until a later date.

*A motion was made by Skjaret, seconded by Miner, to adopt Resolution No. 2019-30 approving issuance of liquor licenses for Barcelona314 Corporation doing business as Carbone's Pizzeria, subject to contingencies contained in said Resolution. Ayes: all.*

Council member Dyvik questioned whether there were any additional liquor licenses available.

Moeller confirmed that previously, the Council had established a limit on issuance of full on sale liquor licenses. Staff would recommend consideration of removing that limit in future. She believed this license represented the last one permitted, but will review the limit to double-check for compliance.

### **Update on Finance/Utility Billing Officer Position – Consider Extending Application Posting**

Administrator Weske reported that the Finance/Utility Billing Officer position had been advertised with few applications received. At the time it was posted however, there were another dozen positions taking applications for similar positions. He recommended extending the position posting in order to create opportunity for more competitive and qualified applications to hopefully be received for review.

Council member Kvale suggested considering removal of the "utility billing" portion of the title to encourage more accounting based applicants to apply.

Moeller noted that while she would support removal of the word "billing" from the title, she would recommend keeping the word "utility" in order for the position title to accurately reflect that utility billing is a responsibility of the position. She added that utility billing customer service and operations will be an active part of the position's role on a daily basis.

Weske confirmed that he viewed the role as having significant accounting responsibility; however, he agreed the word "utility" is important to reflect the position's primary roles.

Council and staff continued discuss the position, desired candidate pool, position titling, and suggestions for recruiting and posting. It was agreed to re-post the position, amending the title to "Finance/Utilities Officer".

**Follow Up: Implementation of Online Utility Billpay, EBills and Usage Activity**

City Clerk Moeller provided an update on the continued success of the City's new online utility billpay system, and shared examples of how EBills appear to users who register their accounts with the system. To date, 66 users have registered, with 42 registrants opting to go paperless. As more registrants select the paperless option, that will result in less expense in paper stock and postage for future utility billing cycles. Online billpay has also been particularly helpful in resolving delinquent accounts, allowing for credit card payments to be made both by account holders or by individuals providing assistance to delinquent account holders. Staff continues to be pleased with the level of client service the City is receiving from the vendor, PSN.

**Wayzata Boulevard W Construction and Landscaping Project Updates**

Weske confirmed Commissioner Callison's report on the construction status, indicating that final paving is indeed complete. He stated the contractor would be mowing part of the berm and had sprayed for weeds.

Council member Skjaret reflected that he was so happy to finally see the project coming to an end. While out walking recently, he had noticed a plaque that indicated a stone bridge for the Highway 12 bypass had been built in 2006. An end to the construction in town has been a long time in coming.

Mayor Miner noted that there had been a schedule change in final paving plans, but was pleased final paving had occurred.

**OTHER BUSINESS**

**Meeting With Orono Youth Hockey Association (OYHA)** – Moeller shared that she had met with a representative of the OYHA recently to discuss their need for ice time and interest in using Holbrook Park winter facilities. There may be opportunity to work together and achieve both the OYHA's need for ice time as well as the City's need to staff the warming house building for public skating. Ultimately the meeting resulted in an understanding that both parties are willing and interested in exploring options for a mutually beneficial relationship, recognizing that maintaining public open skating hours would be a strong priority of the City.

**Night to Unite** – Mayor Miner reminded the Council that their next meeting would be held on Wednesday, August 7 due to Night to Unite taking place on Tuesday, August 6. He hoped to see everyone at Night to Unite events and recognized Tim Hulltmann for taking the lead in scheduling Night to Unite visits in Long Lake, as well as Heather McKown from Wayzata Police for her work in preparing for Night to Unite events, along with City Clerk Moeller for assisting with publicizing.

**ADJOURN**

*Hearing no objection, Mayor Miner adjourned the meeting by general consent at 7:37 pm.*

Respectfully submitted,

Jeanette Moeller  
City Clerk